

**DEPARTMENT OF THE ARMY**  
**Vacancy Announcement Number: NEA105514995D**

**Opening Date:** June 13, 2005

**Closing Date:** June 24, 2005

**Position:** Supply Technician, GS-2005-5  
**Salary:** \$29,857 - \$38,818 Annual  
**Place of Work:** Tobyhanna Army Depot (TYAD), Dir/COMSEC and Tactical Missiles,  
Accountability/Document Div, Tobyhanna, PA 18466  
**Position Status:** This is a Permanent position. -- Full Time  
**Number of Vacancy:** 2

Link to job announcement at <http://acpol/army.mil> for more information.

**Duties:** You will be processing COMSEC receipts to records, investigate discrepancies and initiate action to correct or report same. You'll be responsible for determining what to do and how to do it. Choose a course of action from a number of options related to the specific assignment. May be required to assist in the annual inventories; participate in the physical inventory process, perform extensive research for lost items, conduct investigation to determine the cause of discrepancies utilizing histories, research transfer documents and reference files. Reconcile discrepancies with COMSEC custodian for COMSEC and Controlled Cryptographic Items. Coordinate with item managers and makes the necessary adjustments to reconcile NICP records. Compile statistics for reporting to CCSLA and DESCOM quarterly or as required. Use a variety of computer terminals and automated procedures in the performance of day to day duties.

**About the Position:** Tobyhanna Army Depot is the largest, full-service electronics maintenance facility in the Department of Defense with a total installation work force of more than 4,400. The depot's mission includes design, manufacture, repair and overhaul of hundreds of electronic systems for all branches of the Armed Forces. They include satellite terminals, radio and radar systems, secure communications, electro-optics, night vision and anti-intrusion devices, airborne surveillance equipment, navigational instruments, electronic warfare, and guidance and control systems for tactical missiles. For over 50 years, Tobyhanna personnel have built a tradition of unparalleled customer satisfaction through the delivery of timely, cost-effective, and high-quality products and services. Located in Northeastern Pennsylvania, near Stroudsburg, Scranton and Wilkes-Barre, the depot is readily accessible to major East Coast cities, interstate highways, railways, international airports, colleges and universities.

**Who May Apply:** (Click on Who May Apply)

THIS IS A DELEGATED EXAMINING ANNOUNCEMENT OPEN TO ALL U.S. CITIZENS.  
Interagency Career Transition Assistance Plan (ICTAP) eligibles.

**Qualifications:** Click on link below to view qualification standard.

[General Schedule](#)

QUALIFICATION REQUIREMENTS: Please click on the General Schedule button and review the requirements for this GS-2005, Supply Technician position. SPECIALIZED EXPERIENCE: Qualified candidates for this job must show in their résumé that they possess one year of specialized experience that provided supply and administrative accountability functions such as inventory, security, hand receipt, issuance of equipment, researching and compiling data and investigating or assisting in resolving discrepancies. Also, requires skill and knowledge in the operation and use of computer terminals and related automated procedures and processes. Your level of specialized experience must be equivalent to the GS-04 level in the Federal Service. FOREIGN EDUCATION: Foreign education must be

evaluated for U.S. equivalency in order to be rated eligible for this position. Please include this information in your résumé. **VETERANS PREFERENCE:** For preference to be granted your résumé/supplemental information must clearly show your entitlement to preference. This is done by listing campaign badges, medals earned, dates of military service for which preference is authorized, etc. Veterans claiming 10-point preference must indicate date of VA letter certifying compensation for a service-connected disability or disability retirement pay, or other appropriate information that substantiates the claim of veterans preference. If selected, you must submit documentation that verifies Veterans Preference that was claimed on your résumé.

GS-05: One year of experience directly related to the occupation and equivalent to the next lower grade level, or 4 years of higher education above high school, or a combination of experience and education.

The experience described in your resume will be evaluated and screened for the Office of Personnel Management's basic qualifications requirements, and the skills needed to perform the duties of this position as described in this vacancy announcement.

Education can be substituted for experience. Review the qualification requirements for specific information.

Only degrees from an accredited college or university recognized by the Department of Education are acceptable to meet positive education requirements or to substitute education for experience. For additional information, please go to the Office of Personnel Management (OPM) and U.S. Department of Education websites at - <http://www.opm.gov/qualifications> and <http://www.ed.gov/admins/finaid/accred/index.html>

**Other Information:**(Click on Other Information)

The Department of Defense (DoD) policy on employment of annuitants issued March 18, 2004 will be used in determining eligibility of annuitants. The DoD policy is available on [http://www.cpmc.osd.mil/fas/staffing/pdf/rem\\_ann.pdf](http://www.cpmc.osd.mil/fas/staffing/pdf/rem_ann.pdf)

Multiple positions will be filled from this announcement.

Permanent Change of Station (PCS) expenses are not authorized.

**Other Advantages:** This job provides an excellent opportunity to make a positive contribution to the U.S. Army vision.

**Other Requirements:**(Click on Other Requirements)

Must be able to obtain and maintain a Top Secret security clearance.

Must comply with Drug Abuse Testing Program requirements.

A medical examination is required.

You will be required to provide proof of U.S. Citizenship.

If selected, official college or university transcript must be submitted.

You may claim Military Spouse Preference.

Failure to provide all of the required information as stated in the vacancy announcement may result in an ineligible rating or may affect the overall rating.

One year trial/probationary period may be required.

Male applicants born after December 31, 1959 must complete a Pre-Employment Certification Statement for Selective Service Registration.

Direct Deposit of Pay is Required.

Position requires employee to wear a uniform and/or protective clothing.

**How to Apply:** (Click on How to Apply)

Resumes must be received by the closing date of this announcement.

Self-nomination must be submitted by the closing date.

Resume must be on file in our centralized database.

Announcements close at 12:00am (midnight) Eastern Time.

Click here to use the [Army Resume Builder](#) to create your resume. Follow the instructions in this vacancy announcement to apply for the job.

Point of Contact: Miguel Ortiz, Northeast CPOC, Aberdeen Proving Ground, MD, (410) 306-0037,  
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